
TEST INFORMATION GUIDE

This test information guide provides a summary of concepts that are tested on the written (multiple choice) examination for the **Arbitrator** job. This information can be reviewed in combination with the class specification and examination announcement to assist you in preparing for the examination.

I. COURT DECISIONS**(16 Questions)**

Employees in this job must be familiar with the current legal interpretation of specific provisions of the Workers' Compensation and Occupational Disease Acts in order to preside over hearings before the Illinois Industrial Commission, apply established legal decisions and principles to active cases, and render decisions in accordance with these Acts. This exam section tests your knowledge of legal decisions that have impacted the provisions of the Acts or the manner in which those terms are enforced. Test question topics include cases pertaining to:

- The determination of eligibility under the Acts;
- Statutes of limitations established by the Acts;
- Qualifications for compensability under the Acts;
- The liability of employers and responsibility of employees as outlined by the Acts;
- The admissibility of testimony.

**II. WORKERS' COMPENSATION &
OCCUPATIONAL DISEASE ACTS****(18 Questions)**

An employee's primary work responsibilities require him/her to preside over hearings before the Illinois Industrial Commission, render decisions in accordance with these Acts and approve or reject settlement agreements. Therefore, it is essential that the employee be knowledgeable of the provisions of the Acts and their application. Test question topics include:

- Employee coverage under the Workers' Compensation and Occupational Disease Acts;
- Eligibility standards for employees and their dependents under the Acts;
- Rates of coverage or levels of compensation established by the Acts;
- Exemptions or exclusions under the Acts.

III. RULES OF EVIDENCE**(16 Questions)**

Employees in this job must be knowledgeable of the rules of evidence in order to appropriately determine the admissibility of evidence, adequately control hearing procedures and maintain satisfactory relationships with hearing participants. Test question topics include:

- Admissibility of testimony, declarations and cross examination;
- Admissibility of physical evidence (e.g., test results);
- Admissibility of records and documentation.

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IV. MEDICAL EVALUATION

(24 Questions)

An employee in this job must possess knowledge of anatomy and medical terminology in order to analyze and appraise medical evidence, including testimony from a physician or medical documents. The accurate evaluation of medical evidence enables the employee to correctly determine the nature and extent of an injury, render decisions in accordance with the Workers' Compensation and Occupational Disease Acts and approve or reject settlement agreements. Test question topics include:

- Knowledge of medical terminology (e.g., medical procedures, conditions and diseases, etc.);
- The diagnosis and treatment of injuries or conditions that may occur in the workplace;
- Knowledge of anatomy (e.g., central nervous system, bone structure, etc.).